



Cinema Studies Institute
Ph.D. Handbook 2018-19

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Administrative Staff

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(416) 978-5809
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Graduate Faculty

Full Members

Cahill, James – PhD (*Undergraduate Coordinator*)

Columpar, Corinn - PhD (*Director*)

Fenner, Angelica - PhD

Keil, Charlie – PhD

Maurice, Alice – Dphil

Price, Brian – PhD (*Graduate Coordinator*)

Sammond, Nic - PhD

Sutherland, Meghan - PhD

Associate Members

Banning, Kass – MA

Jacobson, Brian – PhD

Keilty, Patrick – PhD

Richmond, Scott - PhD

Saljoughi, Sara – PhD

Testa, Bart – MA

Zambenedetti, Alberto – PhD

Affiliate Faculty Members

Ackerman, Alan – PhD

Ambros, Veronika - PhD

Bai, Ruoyun - PhD

Baumann, Shyon - PhD

Boler, Megan - PhD

Brown, Elspeth - PhD

Budde, Antje – PhD

Cazdyn, Eric – PhD

Jago, Eva-Lynn - PhD

Jain, Kajri - PhD

Johnson, Stephen - PhD

Kaplan, Louis – Dphil

Legge, Elizabeth - PhD

Leonard, Garry – PhD

Meng, Yue – PhD

Most, Andrea – PhD

Ricco, John – PhD

Tcheuyap, Alexie - PhD

Walcott, Rinaldo - PhD

Member Emeriti

Armatage, Kay - PhD

Director's Welcome

On behalf of the Cinema Studies Institute (CSI), I am extremely pleased to welcome you to our graduate program. In this handbook you will find the principal policies and procedures governing the major phases of your progress toward the Ph.D. Please read them over carefully and be sure to speak to either the Graduate Program Assistant or the Graduate Program Coordinator should you have any questions.

The Ph.D. program of the Cinema Studies Institute represents the culmination of significant effort by all of the Institute faculty and staff members, and it was many years in the making. We have been teaching cinema studies at the undergraduate level for four decades, making ours one of the longest-standing film and media programs in the country. Moreover, many of our undergraduate students have made a significant impact on the discipline, going on to graduate work at such universities as Amsterdam, Chicago, Harvard, Iowa, Kent, NYU, UCLA and Wisconsin-Madison. Since 2007, however, the University of Toronto has joined the ranks of such peer institutions by establishing graduate programs of its own: in 2007, the same year we became a free-standing Institute, Cinema Studies launched an M.A. program, and in 2013, it inaugurated a Ph.D. program, securing its status as one of the foremost film and media programs in North America and Europe.

As you undertake your doctoral work at CSI you will discover what thousands of other students before you can confirm: that the University of Toronto offers peerless research resources on a campus in the heart of a major metropolitan city, renowned for its rich film and media culture; that CSI faculty members possess a wealth of pedagogical skill and research expertise; that the facilities, both at Innis College and in the Media Commons at Robarts Library, feature the latest technologies; and that your peers are among the brightest and most accomplished of young film and media scholars in the country and beyond.

Past graduates of CSI now teach at universities across the continent, but they also work at film and media-related institutions ranging from the Toronto International Film Festival Group to the Pacific Film Archive, serving as respected executives, creators, and curators. We are committed to providing our students with a rigorous, engaging, and memorable education. Equally important, we aim to introduce our graduates to a close-knit academic community that shares a common goal: exploring the depth and breadth of film and media scholarship in an environment that stimulates thought and fosters collegiality. We are excited at the prospect of working with you and hope that the coming years will be as enjoyable for you as they are productive.

Corinn Columpar

Director and Associate Professor, Cinema Studies Institute, University of Toronto

Timeline

Year One

September	Attend Orientation and begin your Fall coursework.
October	It is recommended that you begin exploring possible supervisors.
January	Begin your Winter coursework.

Year Two

September	Commence Fall coursework, including the pro-seminar where you will begin to develop your thesis proposal.
October	Finalize your choice of supervisor
November	You and your supervisor finalize your supervisory committee by the 15th.
December	By the first week of December, you must declare the two special fields that will constitute the areas of your Qualifying Exam.
March	Finalized bibliographies for both special fields are due March 1.
April/May	The comprehensive examination is written. It is a take home exam given over a four-day period.
Summer	It is expected that you will complete a draft of your dissertation proposal, which you will submit to your committee by September 1. The supervisory committee will review the proposal and either accept it, return it for revision, or reject it by September 30.
August	All coursework must be completed by close of Year Two.

Year Three

December	Candidacy must be achieved by December 1. After candidacy is achieved, thesis writing begins. It is mandatory that you meet with your supervisory committee at least once a year.
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Doctoral Examination

For rules, regulations and deadlines, please see

<http://www.sgs.utoronto.ca/currentstudents/Pages/Doctoral-Exams-and-Schedule.aspx>

*This version of the handbook indicates the new policy that will be officially in place at the beginning of the 2019-2020 academic year. You are allowed to test in the old system if you prefer. If so, please consult the 2017-2018 handbook and notify the Graduate Coordinator of your choice no later than May of Year One.

Graduate Advancement Policies

I. Supervision and Examinations

A. First Academic Year

1. During Orientation Week, the Graduate Coordinator will review the Ph.D. handbook with incoming students and outline points for consideration when contemplating choice of a supervisor.
2. Students will review the SGS Supervisory Guidelines.
<http://www.sgs.utoronto.ca/Documents/supervision+guidelines.pdf>
3. Student should have a supervisor by the commencement of Year Two.

B. Second Academic Year

1. Following the completion of coursework in Year Two, the student will sit for the Qualifying Exam (see Section III).
2. By November 15 of Year Two, the student and her/his supervisor will select a supervisory committee.
3. By the first week of December, you must declare the two special fields for your qualifying exam, and file the appropriate form with the Graduate Office.
4. By March 15 of Year Two, the supervisory committee will draft a set of six questions upon which the special field exam will be based.
5. The supervisory committee will forward a copy of the six questions to the Graduate Committee by March 15. In an advisory capacity only, the Graduate Committee will note any potential problems in the special field exam questions.
6. The Qualifying Exam will take place following the completion of coursework in Year Two. To avoid conflicts with faculty summer research, students should plan to schedule the SFE written and oral exam to take place no later than the second week of May.
7. The comprehensive exam will be take-home, and will consist of six questions across two categories (special fields). You will be required to answer two questions

from one category and one question from the other. You will have four days to complete the exam. Each answer should be between 2000 and 3500 words. Students will receive a formatted template for answers prior to taking the written portion of the exam. The time of the exam is to be agreed upon between you and your advisor, who will email you the exam. That email will constitute a time stamp. You will have 96 hours to return the exam to your supervisor.

8. As a part of the examination process, you will be expected to create a syllabus for an undergraduate course based on one of your special fields. This syllabus can be included as part of the oral examination. It is up to your committee to decide in advance of the exam if this will be the case.
9. The oral portion of the examination will take place within 7 business days after completion of the written portion of the special field exam, whenever possible.
10. The supervisory committee will review the student's performance in her or his oral portion of the qualifying examination and will decide by consensus whether the student has passed the examination.
11. The student may pass with distinction, pass, or fail.
12. If the student fails, they may retake the special field exam once. Arrangements for repeating the examination are to be completed within one week of receiving the first exam results.
13. If the student fails the exam twice, they will not advance to candidacy.

C. Supervision

1. Supervisors must have graduate standing.
2. Pre-tenure and teaching stream faculty (who have been approved for committee work by SGS) may serve as co-supervisors, but may not serve as primary supervisor.
3. Supervisors may include eligible professors on leave.
4. After the student has selected a supervisor, the student and supervisor will develop a timeline for meeting to develop the scope of the thesis field abstract, as well to discuss how the thesis field abstract will prepare the path for the ensuing dissertation proposal.
5. That timeline will be congruent with those Proseminar session dates devoted to the thesis field abstract, as well as with dates set for the General Exam and Special Field Exam.

II. Proseminar

A. Structure

1. The Proseminar will typically convene in the fall semester of Year Two. The purpose of the seminar is to prepare the 2nd Year PhD cohort for the General Exam and Special Field Exam and advance their overall professionalization in cinema and media studies and cognate fields. Special emphasis is given to the

development of the two special fields that will constitute your qualifying exam, as well as to key components of the prospectus.

2. The Graduate Coordinator serves as facilitator of the seminar structure, with affiliate faculty convening the individual sessions on a rotating basis.
3. The seminar will be largely concerned with the preparation of the thesis abstract and bibliographies for the qualifying exam. It will involve workshop sessions in which students review and discuss one another's work on the abstract and bibliography, in coordination with weekly faculty convenors and feedback from the student's supervisory committee. The scope of the Special Fields will be wider than the future dissertation proposal and is intended to establish an overview of the research terrain pertinent to the student's specialization.

III. Qualifying Examination

1. The qualifying examination is a take-home examination, in which you will have four days to answer three of six questions across two special fields. consists of six A “special field” outlines a area of competency that relates to your dissertation topic, although it is, effectively, much wider in scope than your future thesis. The special field will come to play an important role in your professionalization, demarcating an area of expertise that will comprise an important, perhaps even the defining feature of your scholarly identity on the job market. It is an area of wider disciplinary competency in which you could teach, for example, and in which your scholarship will intervene. It may be demarcated along or intersect with such analytics as - for example - epoch, national culture, authorship, sexuality / race / class, theory, aesthetics, or style.
2. The qualifying examination will be scheduled at the discretion of the Supervisory Committee, but no later than the second week of May. The student should also make arrangements early to avoid overlap with any summer teaching duties, allowing at least a 3-day margin between beginning or ending of such duties and beginning or ending of the qualifying exam. If the student has been hired as course marker, they can still write the qualifying exam, but should not be assigned any marking 3 days prior to or following the written or oral portion of the exam.
3. The exam will consist of 3 questions for each special field (six overall). Students will answer three questions total, and must answer at least one question from both categories. In other words, one cannot answer all three questions from one category and none from the other. Rather, one must answer one of three questions from one category, and two of three questions from another.
4. The Graduate Program Assistant will email the pre-approved exam to the Supervisor, who will forward it to the examinee at the commencement of the agreed upon 96-hour window of time, cc’ing the Graduate Program Assistant (gradcinema.studies@utoronto.ca) and the Graduate Coordinator to officially confirm the start time.
5. The examinee must return the completed exam within 96 hours via email attachment to the Supervisor, again copying the Graduate Program Assistant and the Graduate Coordinator to confirm the completion time.
6. The submitted paper will be printed by the Graduate Program Assistant and placed in the student’s graduate file.

IV. Oral Exam

1. The Oral Exam should take place approximately 7-10 days following completion of the Qualifying Examination and will convene all members of the Supervisory Committee. The supervisor and at least one committee member must preside in

person and up to one committee member may participate via Skype. The Supervisor should obtain from the Graduate Program Assistant the grade submissions form and arrange for a 2 to 2.5-hour room booking, factoring in consultation time among committee members prior to the student's presentation; the exam will last between 1 - 2 hours.

2. Content and structure of the Oral Exam may commence with remarks by the examinee, reflecting on the writing process and sharing any additional content they would have liked to include. Faculty will pose clarifying questions on existing content, as well as possible future directions for the dissertation thesis.
3. Results (Pass, Pass with Distinction, No Pass) should be communicated to the examinee immediately following the oral exam, and posted by the Supervisor to the Graduate Program Assistant via the Grade Submission Form no later than August 15. This ensures the possibility of a retake (in the event of a failed exam) prior to the commencement of T.A. duties in September.

V. Thesis Proposal and Advancement to Candidacy

A. Structure of Thesis Proposal

1. The thesis proposal shall contain:
 - a. An abstract/ statement of intervention
 - b. A literature review
 - c. A detailed discussion of each chapter
 - d. A bibliography
 - e. A mediagraphy
2. The abstract will typically be no more than one page, single-spaced.
3. The literature review will detail the existing literature—secondary and primary—pertaining to the thesis topic, less to demonstrate rote knowledge of that literature than to explicate how the thesis is an intervention into and extension of that literature.
4. Chapter discussions will clearly detail the focus and argument of each chapter, as well as how each relates to the larger argument of the thesis.
5. The scope of the bibliography and mediagraphy should be adequate to the topic.

B. Preparation of the Thesis Proposal

1. Following successful passage of the Qualifying Exam and the subsequent Oral Exam, the student will confer with the supervisor to finalize the Thesis Proposal.
2. The student will submit a final version of the dissertation proposal to the supervisory committee no later than September 1st after successfully completing the Oral Exam to the Qualifying Exam.
3. The supervisory committee will review the proposal and either accept it, return it to the student for revision, or reject it by September 30th of Year Three.

4. The supervisor will be responsible for collecting all comments and feedback from members of the supervisory committee and vetting this feedback before, in turn, delivering it to the student. This entails evaluating committee members' comments for relevance and feasibility, and ordering these into a meaningful chronology intended to provide coherent counsel on the proposed research trajectory.
5. If the proposal requires revision, the student will have no more than 60 days to complete those revisions and return the proposal to the supervisory committee.

C. Advancement to Candidacy

1. In order to advance to candidacy, the student must successfully complete:
 - a. The Qualifying Exam (including the Oral Examination)
 - b. The Dissertation Proposal
2. This work must be completed no later than December 1 of Year Three.

D. The Thesis Field Review

1. All supervisory committees must meet as a group with the candidate at least once a year.
2. In Year 2, the Oral Exam may serve this function since it also serves as a written evaluation of the candidate's progress. Alternately, the committee may elect to meet with the candidate in September following submission of the Thesis Proposal.
3. For every ensuing meeting with the full supervisory committee (yearly or otherwise), a Progress Report must be completed and filed with the Graduate Office. The candidate has the option of responding to this in writing, to be attached to the filed report.

E. Normative Timeline

1. Whenever possible, the student will complete all coursework by the end of Year Two.
2. The student must complete all SGS requirements for advancement to candidacy (see the SGS Calendar, section 8.5.1) by the end of Year Three.
3. Ideally, the candidate will complete the dissertation within four years of commencing coursework, and no later than six years after beginning coursework.
4. Once the supervisory committee has determined that the dissertation manuscript is complete and meets SGS standards in quality and format, the candidate is ready to advance to the Final Oral Examination (FOE). An examination committee must be struck, to include an external examiner and at least one internal external examiner. The supervisor shall supply the Graduate Coordinator with at least two names each for these two respective roles, and the Graduate Coordinator will, in turn, approach the scholars in question regarding availability and extend a formal

invitation. Pending available budget, the external examiner may participate either on site or via Skype.

5. Once the FOE committee has been struck, a date and room must be booked with SGS three months in advance. The external examiner must receive the manuscript at least 8 weeks in advance, and must submit a 2 to 3-page assessment to the supervisor for distribution to the candidate and the committee at least ten days in advance.
6. As a general rule, PhD candidates of the Cinema Studies Institutes should time the completion of their thesis to enable a FOE date between early September and late May.

Faculty Areas of Interests

Our faculty have a wide range of interests and expertise in cinema and media studies. We hope the following list will aid you in finding supervisors and committee members, or arranging a special consultation. Please also visit each professor's faculty page on the Cinema Studies website.

Kass Banning

Multi-screen & expanded media; documentary: the essay film & interactive documentary; theories & practices of national and transnational cinemas; Canadian & minor screen cultures; affect, temporality and phenomenology; migration & diasporic media; British cinemas (specializing in Black British); theorizing the archive.

James Leo Cahill

French cinema; Film history and theory; 20th century French culture and literature (esp. surrealism and popular culture); Animal Studies; Critical Theory

Corinn Columpar

Feminist film theory and practice; Aboriginal cinema; American independent cinema; Australian and New Zealand cinema; corporeality and representation; performance; collaborative cultural practice

Angelica Fenner

German and European cinemas; mobility and migration; diasporic and transnational cinemas; globalization studies; critical race theory; gender & authorship; documentary history, theory & practice; affect; everyday life; performance; first person film, autoethnography, family films and home movies.

Brian Jacobson

Film history; French cinema; early cinema; architecture; technology; industry; ecocinema; visual culture

Charlie Keil

American cinema; early cinema; silent cinema; film history; film historiography; authorship; film analysis

Alice Maurice

Early cinema; race and cinema; documentary; film theory

Brian Price

Film and philosophy; aesthetics and politics; colour; abstraction; French cinema

Scott Richmond

Media theory; film theory; queer theory; avant-garde and experimental cinema; new media aesthetics

Sara Saljoughi

Film theory; Iranian cinema; non-Western and postcolonial cinema; modern and contemporary continental philosophy; political film; psychoanalysis; theories of gender and sexuality; immigration & diaspora studies

Nic Sammond

Animation; graphic arts and cinematic media; race and cinematic media; media archaeology; moving-image culture; vernacular media practices and cultures

Meghan Sutherland

Media Philosophy; history of American television; theories of film, TV & new media; history & theory of popular aesthetic form; political theory, Continental philosophy; avant-garde/experimental media; space, place & media

Bart Testa

Genres, classical film theory; auteurism; avant-garde/experimental cinemas; European cinemas; Chinese Cinemas (HK, PRC, Taiwan)

Alberto Zambenedetti

Italian cinema; time and temporality in media; the global cinematic city; international film noir; the films of Peter Greenaway; the films of Stanley Kubrick; the film of Orson Welles.

Library Support

As a University of Toronto Graduate student, you have access to an incredibly rich range of print, media, and online resources:

- **Innis College Library** (Cinema Studies print collection, quiet study space, computers) <innis.utoronto.ca/library>
- **Media Commons** (film, microfilm, and more) <mediacommons.library.utoronto.ca>
 - Online Streaming Video <mediacommons.library.utoronto.ca/av-online-video-resources>
 - Media Archive Collections <mediacommons.library.utoronto.ca/archival-collections>
 - Suggest titles for purchase <mediacommons.library.utoronto.ca/purchase-suggestion>
- **UofT Libraries** (over 44 libraries and archives) <onesearch.library.utoronto.ca>
 - Request items to be delivered between UofT campuses (downtown, UTSC, UTM) <onesearch.library.utoronto.ca/request-item>
- **WIFI and IT Support**
 - UofT Libraries <onesearch.library.utoronto.ca/wifi-and-computers>
 - Innis College IT Help Desk
 - eduroam (WIFI access on other campuses) <eduroam.utoronto.ca>
 - UofT free Office 365 (Word, Excel, PowerPoint, etc.) <bit.ly/1XqigjJ>
 - Google Scholar - Set up it to recognize you are a UofT Student <onesearch.library.utoronto.ca/linkit/google-scholar>

At Innis College Library (ICL), be sure to set up a meeting with the Cinema Studies Librarian **Kate Johnson** <katej.johnson@utoronto.ca> and find out more about:

- **Requesting purchases** to support your research

- Accessing the **PhD Bibliography Collection** at Innis College Library for your Comprehensive Exams
- **Researching** via the library catalogue and extensive online resources, and finding useful content in other libraries for your special field examination
- Setting up a **citation manager** to collect, organize, and easily format citations
- **Printing** (\$0.04) and **scanning** (free, code - 1400) at Innis College Library

Important Links

Accessibility Services	www.accessibility.utoronto.ca
Career Centre	www.careers.utoronto.ca
Centre for International Experience	cie.utoronto.ca
Innis College	innis.utoronto.ca
Innis College Library	innis.utoronto.ca/library
Graduate Student Union	www.gsu.utoronto.ca
Health and Wellness	healthandwellness.utoronto.ca
Housing Services	www.housing.utoronto.ca
School of Graduate Studies	www.sgs.utoronto.ca
TA Union	www.cupe3902.org
UofT Maps	map.utoronto.ca

Important Phone Numbers

Campus Police	(416) 978-2222
Community Safety Office	(416) 978-1485
Student Crisis Response Services	(416) 946-7111

Qualifying Examination Agreement

Name_____

Student Number_____

Dear Graduate Coordinator and Graduate Assistant,

I wish to test under the new examination system, which is a Qualifying Examination based on two special fields that have been established in consultation with me and my committee members.

Signature_____

Date_____